

APPENDIX C

PROCEDURES FOR ISSUING DOD CERTIFICATE FOR PMQAEs

A. Certificates **shall** be issued to pest management personnel by the designated **certifying** official **on** determination that the candidate has **successfully** completed pest management training requirements. Installation civilian and local national **PMQAE** personnel must **successfully** pass the PMQAE formal or correspondence course to be issued a DoD Certificate of Training.

B. The words, “PEST MANAGEMENT QUALITY **ASSURANCE** EVALUATOR TRAINING, as prescribed by DoD Standards for Pest Control Categories...,” shall follow “has successfully completed” on DD Form 2491. Categories of pest control, which the PMQAE is designated to evaluate, shall be indicated on each certificate. The certificate number and expiration date shall be posted on DD Form 2491. (See Attachment 1 to this Appendix, below.) –

C. Certificate numbers vacated by **revocation**, resignation, or for any other reasons shall not be reissued.

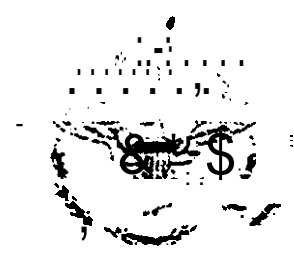
D. Certificates shall bear the name of the individual without any additional titles. In situations where it is desirable to **identify** the certified individual as a “pest control inspector,” or “**planner-estimator**,” a standard recognition **form** shall be used.

E. Certificates shall expire 3 years from the last day of the month in which the certificate is issued. The **certifying** official may extend an individual’s certification for cause on a one time basis for a period of not more than 1 year.

F. A **current** list of **certifying officials shall be** maintained by the Component senior PMC and the **AFPMB**.

Attachment
DD Form 2491, “DoD Certificate of Training”

DEPARTMENT OF DEFENSE



a

CERTIFICATE OF TRAINING

This is to *certify that*

MR. JOHN DOE

has successfully completed

Pent. Management Quality Assurance Training as prescribed by Department
of Defense Standards for Pent Control Categories x, x. x. x. and x

this *xx* day of MONTH 19 *97*.

CERTIFYING OFFICIAL

COMMANDER

DD FORM 2491,
Feb 87

Figure C-1 -1. DD Form 2491, "DoD Certificate of Training"